



Embassy of the United States of America
Tokyo, Japan

August 11, 2015

To: Prospective Quoters

Subject: Request for Quotations Number SJA800-15-Q-1091
Notebook PCs

Enclosed is a Request for Quotations (RFQ) for obtaining notebook PCs for the U.S. Embassy Tokyo, Japan.

If you would like to submit a quotation, follow the instructions in Section D of the RFQ. Quotations may be submitted by facsimile at 03-3224-5179 and received by no later than **4:00 p.m., Tuesday, September 1, 2015**. No quotations will be accepted after this time.

Quoters may submit questions (in English) in regard to this RFQ by 12:00 noon, Thursday, August 20, 2015 via facsimile at 03-3224-5179 or e-mail at YoshikawaJX@state.gov. All questions will be consolidated and one response will be prepared and posted on the Embassy's website, the same website from where you obtained the RFQ documents.

As required by U.S. Government's federal acquisition regulation (FAR), prospective quoters shall be registered in the System for Award Management (SAM) database prior to award of a contract. Below is the website link providing additional vendor registration information:

<https://www.sam.gov/portal/SAM/#1#1>

It is understood that no payment will be made for preparation and submission of your quotation.

Thank you in advance for your interest and your time in participating in the RFQ process.

Sincerely,

A handwritten signature in blue ink, appearing to read "J. Yoshikawa".

Jin Yoshikawa
GSO/Procurement Unit

Enclosure:
Request for Quotations SJA800-15-Q-1091

REQUEST FOR QUOTATIONS (RFQ) (THIS IS NOT AN ORDER)		THIS RFQ [] IS [<input checked="" type="checkbox"/>] IS NOT A SMALL BUSINESS- SMALL PURCHASE SET-ASIDE (52.219-4)			PAGE 1	OF 1	PAGES 12
1. REQUEST NO. SJA800-15-Q-1091	2. DATE ISSUED August 11, 2015	3. REQUISITION/PURCHASE REQUEST NO. PR4499076	4. CERT. FOR NAT. DEF. UNDER BDSA REG. 2 AND/OR DMS REG. 1		RATING		
5A. ISSUED BY GSO/Procurement Unit U.S. Embassy 1-10-5 Akasaka Minato-ku, Tokyo 107-8420			6. DELIVER BY (Date)				
5B. FOR INFORMATION CALL: (Name and telephone no.) (No collect calls)			7. DELIVERY <input checked="" type="checkbox"/> FOB DESTINATION OTHER (See Schedule)				
NAME Jin Yoshikawa		TELEPHONE NUMBER					
		AREA CODE 03	NUMBER 3224-5756				
8. TO:			9. DESTINATION				
a. NAME	b. COMPANY		a. NAME OF CONSIGNEE U.S. Embassy				
c. STREET ADDRESS			b. STREET ADDRESS 1-10-5 Akasaka, Minato-ku				
d. CITY	e. STATE	f. ZIP CODE	c. CITY Tokyo				
			d. STATE	e. ZIP CODE 107-8420			
10. PLEASE FURNISH QUOTATIONS TO THE ISSUING OFFICE IN BLOCK 5A ON OR BEFORE: September 1, 2015; 4:00 p.m.		IMPORTANT: This is a request for information, and quotations furnished are not offers. If you are unable to quote, please so indicate on this form and return it to the address in Block 5A. This request does not commit the Government to pay any costs incurred in the preparation of the submission of this quotation or to contract for supplies or services. Supplies are of domestic origin unless otherwise indicated by quoter. Any representations and/or certifications attached to this Request for Quotations must be completed by the quoter					
11. SCHEDULE (Include applicable Federal, State and local taxes)							
ITEM NO. (a)	SUPPLIES/SERVICES (b)		QUANTITY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	
1	Notebook PCs for the U.S. Embassy Tokyo in accordance with Section B: Specifications/ Work Statement. This RFQ incorporates FAR clause 52.212-4 and provision 52.212-1 by reference.		(See subsection A.2 Pricing for the pricing table.)				
12 DISCOUNT FOR PROMPT PAYMENT		a. 10 CALENDAR DAYS %	b. 20 CALENDAR DAYS %	c. 30 CALENDAR DAYS %	d. CALENDAR DAYS NUMBER %		
NOTE: Additional provisions and representations [<input checked="" type="checkbox"/>] are [] are not attached.							
13 NAME AND ADDRESS OF QUOTER			14 SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION		15 DATE OF QUOTATION		
a. NAME AND ADDRESS OF QUOTER (COMPANY) X DUNS No.:							
c. COUNTY			16. SIGNER a. NAME (Type or print)		b. TELEPHONE		
			X		X		
d. CITY	e. STATE	f. ZIP CODE	c. TITLE (Type or print)		AREA CODE		
			X		NUMBER		

Section A: Prices

A.1 Scope of Services

- a. The Contractor shall furnish and deliver notebook PCs for the Information System Center of U.S. Embassy Tokyo in Japan in accordance with terms and conditions set forth herein.
- b. The prices listed below shall include all labor, materials, equipment, overhead, profit, and transportation necessary to deliver the required items to the U.S. Embassy Tokyo.

A.2 Pricing

Furnishing and delivery of notebook PCs in accordance with Section B: Specifications/Work Statement:

- a. Subsection B.3 List of Items to be Purchased -
One Lump Sum: ¥ _____
- b. Delivery Services -
One Project: ¥ _____
Grand Total: ¥ _____

Note: The U.S. Embassy Tokyo is exempt from Japanese consumption taxes; therefore, such taxes shall not be included in the price nor charged on invoices. After receipt of the Contractor's invoice, the U.S. Government will provide the Contractor with a signed Certificate of Tax Exemption Purchase for Foreign Establishments. (For non-Designated Stores, please visit the following link for registration:
<http://www.nta.go.jp/tetsuzuki/shinsei/annai/shohi/annai/23120184.htm>)

Section B: Specifications/Work Statement

B.1 Scope of Work

The Contractor shall provide all labor, tools, equipment, materials, transportation, and other related services for furnishing and delivering notebook PCs for the Information System Center of U.S. Embassy Tokyo in Japan as listed below in accordance with terms and conditions set forth herein.

B.2 Delivery Location

The Contractor shall deliver the required notebook PCs to the following location: (Note: Point of contact, telephone/facsimile numbers, and e-mail address are to be provided after contract award.)

U.S. Embassy
1-10-5 Akasaka
Minato-ku, Tokyo 105-8420
Attn: Receiving (for ISC)
PO#SJA800-15-M-1091

B.3 List of Items to be Purchased

Notebook PCs - Quantity: 25

HP ProBook 650 G1/CT Notebook PC
Model: E6P31AV-AIFB
(5-Year On-site maintenance with defective media retention service)

B.4 The Contractor shall **present the warranty with its seals** to the staff at the U.S. Embassy in Tokyo (point of contact to be provided after contract award).

B.5 The Contractor shall arrange a delivery date with the Embassy staff.

Section C: Commercial Items Clauses for Purchase Order

C.1 FAR 52.252-2 Clauses Incorporated By Reference (FEB 1998)

This purchase order incorporates the following clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this address: <https://www.acquisition.gov/far>

Department of State Acquisition Regulation (DOSAR) clauses may be accessed at: <http://www.statebuy.state.gov/dosar/dosartoc.htm>

C.2 Federal Acquisition Regulation (48 CFR Chapter 1) Clauses

NUMBER	TITLE	DATE
52.204-9	Personal Identity Verification of Contractor Personnel <i>(if contractor requires physical access to a federally-controlled facility or access to a Federal information system)</i>	JAN 2011
52.212-4	Contract Terms and Conditions - Commercial Items <i>(Alternate I (MAY 2014) of 52.212-4 applies if the order is time-and-materials or labor-hour)</i>	MAY 2014
52.225-19	Contractor Personnel in a Diplomatic or Consular Mission Outside the United States <i>(applies to services at danger pay posts only)</i>	MAR 2008
52.227-19	Commercial Computer Software License <i>(if order is for software)</i>	DEC 2007
52.228-3	Workers' Compensation Insurance (Defense Base Act) <i>(if order is for services and contractor employees are covered by Defense Base Act insurance)</i>	JUL 2014
52.228-4	Workers' Compensation and War-Hazard Insurance <i>(if order is for services and contractor employees are <u>not</u> covered by Defense Base Act insurance)</i>	APR 1984

C.3 The following FAR clause is provided in full text:

FAR 52.212-5 Contract Terms and Conditions Required to Implement Statutes or Executive Orders - Commercial Items (OCT 2014)

(a) The Contractor shall comply with the following Federal Acquisition Regulation (FAR) clauses, which are incorporated in this contract by reference, to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

(1) 52.222-50, Combating Trafficking in Persons (Feb 2009) (22 U.S.C. 7104(g)).

Alternate I (Aug 2007) of 52.222-50 (22 U.S.C. 7104(g)).

(2) 52.233-3, Protest After Award (Aug 1996) (31 U.S.C. 3553).

(3) 52.233-4, Applicable Law for Breach of Contract Claim (Oct 2004)"(Public Laws 108-77 and 108-78 (19 U.S.C. 3805 note)).

(b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

___ (1) 52.203-6, Restrictions on Subcontractor Sales to the Government (Sept 2006), with Alternate I (Oct 1995) (41 U.S.C. 4704 and 10 U.S.C. 2402).

___ (2) 52.203-13, Contractor Code of Business Ethics and Conduct (Apr 2010) (41 U.S.C. 3509).

___ (3) 52.203-15, Whistleblower Protections under the American Recovery and Reinvestment Act of 2009 (June 2010) (Section 1553 of Pub. L. 111-5). (Applies to contracts funded by the American Recovery and Reinvestment Act of 2009.)

___ √ (4) 52.204-10, Reporting Executive Compensation and First-Tier Subcontract Awards (Jul 2013) (Pub. L. 109-282) (31 U.S.C. 6101 note).

___ (5) Reserved.

___ (6) 52.204-14, Service Contract Reporting Requirements (Jan 2014) (Pub. L. 111-117, section 743 of Div. C).

___ (7) 52.204-15, Service Contract Reporting Requirements for Indefinite-Delivery Contracts (Jan 2014) (Pub. L. 111-117, section 743 of Div. C).

___ (8) 52.209-6, Protecting the Government's Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment. (Aug 2013) (31 U.S.C. 6101 note).

___ (9) 52.209-9, Updates of Publicly Available Information Regarding Responsibility Matters (Jul 2013) (41 U.S.C. 2313).

___ (10) 52.209-10, Prohibition on Contracting with Inverted Domestic Corporations (May 2012) (section 738 of Division C of Pub. L. 112-74, section 740 of Division C of Pub. L. 111-117, section 743 of Division D of Pub. L. 111-8, and section 745 of Division D of Pub. L. 110-161).

___ (11) (i) 52.219-3, Notice of HUBZone Set-Aside or Sole-Source Award (Nov 2011) (15 U.S.C. 657a).

___ (ii) Alternate I (Nov 2011) of 52.219-3.

___ (12) (i) 52.219-4, Notice of Price Evaluation Preference for HUBZone Small Business Concerns (Oct 2014) (*if the offeror elects to waive the preference, it shall so indicate in its offer*) (15 U.S.C. 657a).

___ (ii) Alternate I (Jan 2011) of 52.219-4.

___ (13) Reserved.

___ (14) (i) 52.219-6, Notice of Total Small Business Set-Aside (Nov 2011) (15 U.S.C. 644).

___ (ii) Alternate I (Nov 2011).

___ (iii) Alternate II (Nov 2011).

___ (15) (i) 52.219-7, Notice of Partial Small Business Set-Aside (June 2003) (15 U.S.C. 644).

___ (ii) Alternate I (Oct 1995) of 52.219-7.

___ (iii) Alternate II (Mar 2004) of 52.219-7.

- ____ (16) 52.219-8, Utilization of Small Business Concerns (Oct 2014) (15 U.S.C. 637(d)(2) and (3)).
- ____ (17) (i) 52.219-9, Small Business Subcontracting Plan (Oct 2014) (15 U.S.C. 637(d)(4)).
- ____ (ii) Alternate I (Oct 2001) of 52.219-9.
- ____ (iii) Alternate II (Oct 2001) of 52.219-9.
- ____ (iv) Alternate III (Oct 2014) of 52.219-9.
- ____ (18) 52.219-13, Notice of Set-Aside of Orders (Nov 2011) (15 U.S.C. 644(r)).
- ____ (19) 52.219-14, Limitations on Subcontracting (Nov 2011) (15 U.S.C. 637(a)(14)).
- ____ (20) 52.219-16, Liquidated Damages-Subcontracting Plan (Jan 1999) (15 U.S.C. 637(d)(4)(F)(i)).
- ____ (21) 52.219-27, Notice of Service-Disabled Veteran-Owned Small Business Set-Aside (Nov 2011) (15 U.S.C. 657 f).
- ____ (22) 52.219-28, Post Award Small Business Program Rerepresentation (Jul 2013) (15 U.S.C. 632(a)(2)).
- ____ (23) 52.219-29, Notice of Set-Aside for Economically Disadvantaged Women-Owned Small Business (EDWOSB) Concerns (Jul 2013) (15 U.S.C. 637(m)).
- ____ (24) 52.219-30, Notice of Set-Aside for Women-Owned Small Business (WOSB) Concerns Eligible Under the WOSB Program (Jul 2013) (15 U.S.C. 637(m)).
- ____ (25) 52.222-3, Convict Labor (June 2003) (E.O. 11755).
- ____ (26) 52.222-19, Child Labor-Cooperation with Authorities and Remedies (Jan 2014) (E.O. 13126).
- ____ (27) 52.222-21, Prohibition of Segregated Facilities (Feb 1999).
- ____ (28) 52.222-26, Equal Opportunity (Mar 2007) (E.O. 11246).
- ____ (29) 52.222-35, Equal Opportunity for Veterans (Jul 2014) (38 U.S.C. 4212).
- ____ (30) 52.222-36, Equal Opportunity for Workers with Disabilities (Jul 2014) (29 U.S.C. 793).
- ____ (31) 52.222-37, Employment Reports on Veterans (Jul 2014) (38 U.S.C. 4212).
- ____ (32) 52.222-40, Notification of Employee Rights Under the National Labor Relations Act (Dec 2010) (E.O. 13496).
- ____ (33) 52.222-54, Employment Eligibility Verification (Aug 2013). (Executive Order 12989). *(Not applicable to the acquisition of commercially available off-the-shelf items or certain other types of commercial items as prescribed in 22.1803.)*
- ____ (34) (i) 52.223-9, Estimate of Percentage of Recovered Material Content for EPA-Designated Items (May 2008) (42 U.S.C. 6962(c)(3)(A)(ii)). *(Not applicable to the acquisition of commercially available off-the-shelf items.)*
- ____ (ii) Alternate I (May 2008) of 52.223-9 (42 U.S.C. 6962(i)(2)(C)). *(Not applicable to the acquisition of commercially available off-the-shelf items.)*
- ____ (35) (i) 52.223-13, Acquisition of EPEAT®-Registered Imaging Equipment (Jun 2014) (E.O. 13423 and 13514).
- ____ (ii) Alternate I (Jun 2014) of 52.223-13.
- ____ (36) (i) 52.223-14, Acquisition of EPEAT®-Registered Televisions (E.O. 13423 and 13514).

- ____(ii) Alternate I (Jun 2014) of 52.223-14.
- ____(37) 52.223-15, Energy Efficiency in Energy-Consuming Products (Dec 2007) (42 U.S.C. 8259b).
- ____(38) (i) 52.223-16, Acquisition of EPEAT®-Registered Personal Computer Products (Jun 2014) (E.O. 13423 and 13514).
- ____(ii) Alternate I (Jun 2014) of 52.223-16.
- √____(39) 52.223-18, Encouraging Contractor Policies to Ban Text Messaging While Driving (Aug 2011) (E.O. 13513).
- ____(40) 52.225-1, Buy American—Supplies (May 2014) (41 U.S.C. chapter 83).
- ____(41) (i) 52.225-3, Buy American—Free Trade Agreements—Israeli Trade Act (May 2014) (41 U.S.C. chapter 83, 19 U.S.C. 3301 note, 19 U.S.C. 2112 note, 19 U.S.C. 3805 note, 19 U.S.C. 4001 note, Pub. L. 103-182, 108-77, 108-78, 108-286, 108-302, 109-53, 109-169, 109-283, 110-138, 112-41, 112-42, and 112-43).
- ____(ii) Alternate I (May 2014) of 52.225-3.
- ____(iii) Alternate II (May 2014) of 52.225-3.
- ____(iv) Alternate III (May 2014) of 52.225-3.
- ____(42) 52.225-5, Trade Agreements (Nov 2013) (19 U.S.C. 2501, et seq., 19 U.S.C. 3301 note).
- √____(43) 52.225-13, Restrictions on Certain Foreign Purchases (June 2008) (E.O.'s, proclamations, and statutes administered by the Office of Foreign Assets Control of the Department of the Treasury).
- ____(44) 52.225-26, Contractors Performing Private Security Functions Outside the United States (Jul 2013) (Section 862, as amended, of the National Defense Authorization Act for Fiscal Year 2008; 10 U.S.C. 2302 Note).
- ____(45) 52.226-4, Notice of Disaster or Emergency Area Set-Aside (Nov 2007) (42 U.S.C. 5150).
- ____(46) 52.226-5, Restrictions on Subcontracting Outside Disaster or Emergency Area (Nov 2007) (42 U.S.C. 5150).
- √____(47) 52.232-29, Terms for Financing of Purchases of Commercial Items (Feb 2002) (41 U.S.C. 4505, 10 U.S.C. 2307(f)).
- ____(48) 52.232-30, Installment Payments for Commercial Items (Oct 1995) (41 U.S.C. 4505, 10 U.S.C. 2307(f)).
- √____(49) 52.232-33, Payment by Electronic Funds Transfer—System for Award Management (Jul 2013) (31 U.S.C. 3332).
- ____(50) 52.232-34, Payment by Electronic Funds Transfer—Other than System for Award Management (Jul 2013) (31 U.S.C. 3332).
- ____(51) 52.232-36, Payment by Third Party (May 2014) (31 U.S.C. 3332).
- ____(52) 52.239-1, Privacy or Security Safeguards (Aug 1996) (5 U.S.C. 552a).
- ____(53) (i) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (Feb 2006) (46 U.S.C. Appx. 1241(b) and 10 U.S.C. 2631).
- ____(ii) Alternate I (Apr 2003) of 52.247-64.

(c) The Contractor shall comply with the FAR clauses in this paragraph (c), applicable to commercial services, that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

- ___ (1) 52.222-41, Service Contract Labor Standards (May 2014) (41 U.S.C. chapter 67).
- ___ (2) 52.222-42, Statement of Equivalent Rates for Federal Hires (May 2014) (29 U.S.C. 206 and 41 U.S.C. chapter 67).
- ___ (3) 52.222-43, Fair Labor Standards Act and Service Contract Labor Standards-Price Adjustment (Multiple Year and Option Contracts) (May 2014) (29 U.S.C. 206 and 41 U.S.C. chapter 67).
- ___ (4) 52.222-44, Fair Labor Standards Act and Service Contract Labor Standards-Price Adjustment (May 2014) (29 U.S.C. 206 and 41 U.S.C. chapter 67).
- ___ (5) 52.222-51, Exemption from Application of the Service Contract Labor Standards to Contracts for Maintenance, Calibration, or Repair of Certain Equipment-Requirements (May 2014) (41 U.S.C. chapter 67).
- ___ (6) 52.222-53, Exemption from Application of the Service Contract Labor Standards to Contracts for Certain Services-Requirements (May 2014) (41 U.S.C. chapter 67).
- ___ (7) 52.222-17, Nondisplacement of Qualified Workers (May 2014) (E.O.13495).
- ___ (8) 52.226-6, Promoting Excess Food Donation to Nonprofit Organizations (May 2014) (42 U.S.C. 1792).
- ___ (9) 52.237-11, Accepting and Dispensing of \$1 Coin (Sept 2008) (31 U.S.C. 5112(p)(1)).

(d) Comptroller General Examination of Record. The Contractor shall comply with the provisions of this paragraph (d) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at 52.215-2, Audit and Records-Negotiation.

- (1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.
- (2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR Subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.
- (3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of

type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(e)

(1) Notwithstanding the requirements of the clauses in paragraphs (a), (b), (c), and (d) of this clause, the Contractor is not required to flow down any FAR clause, other than those in this paragraph (e)(1) in a subcontract for commercial items. Unless otherwise indicated below, the extent of the flow down shall be as required by the clause—

- (i) 52.203-13, Contractor Code of Business Ethics and Conduct (Apr 2010) (41 U.S.C. 3509).
- (ii) 52.219-8, Utilization of Small Business Concerns (Oct 2014) (15 U.S.C. 637(d)(2) and (3)), in all subcontracts that offer further subcontracting opportunities. If the subcontract (except subcontracts to small business concerns) exceeds \$650,000 (\$1.5 million for construction of any public facility), the subcontractor must include 52.219-8 in lower tier subcontracts that offer subcontracting opportunities.
- (iii) 52.222-17, Nondisplacement of Qualified Workers (May 2014) (E.O. 13495). Flow down required in accordance with paragraph (1) of FAR clause 52.222-17.
- (iv) 52.222-26, Equal Opportunity (Mar 2007) (E.O. 11246).
- (v) 52.222-35, Equal Opportunity for Veterans (Jul 2014) (38 U.S.C. 4212).
- (vi) 52.222-36, Equal Opportunity for Workers with Disabilities (Jul 2014) (29 U.S.C. 793).
- (vii) 52.222-37, Employment Reports on Veterans (Jul 2014) (38 U.S.C. 4212).
- (viii) 52.222-40, Notification of Employee Rights Under the National Labor Relations Act (Dec 2010) (E.O. 13496). Flow down required in accordance with paragraph (f) of FAR clause 52.222-40.
- (ix) 52.222-41, Service Contract Labor Standards (May 2014) (41 U.S.C. chapter 67).
- (x) 52.222-50, Combating Trafficking in Persons (Feb 2009) (22 U.S.C. 7104(g)).
- ____ Alternate I (Aug 2007) of 52.222-50 (22 U.S.C. 7104(g)).
- (xi) 52.222-51, Exemption from Application of the Service Contract Labor Standards to Contracts for Maintenance, Calibration, or Repair of Certain Equipment-Requirements (May 2014) (41 U.S.C. chapter 67).
- (xii) 52.222-53, Exemption from Application of the Service Contract Labor Standards to Contracts for Certain Services-Requirements (May 2014) (41 U.S.C. chapter 67).
- (xiii) 52.222-54, Employment Eligibility Verification (Aug 2013).
- (xiv) 52.225-26, Contractors Performing Private Security Functions Outside the United States (Jul 2013) (Section 862, as amended, of the National Defense Authorization Act for Fiscal Year 2008; 10 U.S.C. 2302 Note).

- (xv) 52.226-6, Promoting Excess Food Donation to Nonprofit Organizations (May 2014) (42 U.S.C. 1792). Flow down required in accordance with paragraph (e) of FAR clause 52.226-6.
- (xvi) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (Feb 2006) (46 U.S.C. Appx. 1241(b) and 10 U.S.C. 2631). Flow down required in accordance with paragraph (d) of FAR clause 52.247-64.
- (2) While not required, the contractor may include in its subcontracts for commercial items a minimal number of additional clauses necessary to satisfy its contractual obligations.

C.4 Department of State Acquisition Regulation (48 CFR Chapter 6)
Clauses

NUMBER	TITLE	DATE
652.225-71	Section 8(a) of the Export Administration Act of 1979, As Amended (<i>if order exceeds simplified acquisition threshold</i>)	AUG 1999
652.229-70	Excise Tax Exemption Statement for Contractors Within the United States (<i>for supplies to be delivered to an overseas post</i>)	JUL 1988
652.229-71	Personal Property Disposition at Posts Abroad	AUG 1999
652.237-72	Observance of Legal Holidays and Administrative Leave (<i>for services where performance will be on-site in a Department of State facility</i>)	APR 2004
652.239-71	Security Requirements for Unclassified Information Technology Resources (<i>for orders that include information technology resources or services in which the contractor will have physical or electronic access to Department information that directly supports the mission of the Department</i>)	SEP 2007
652.242-70	Contracting Officer's Representative "The COR is the Administrative Advisor of Public Affairs Section at the U.S. Embassy Tokyo."	AUG 1999
652.242-71	Notice of Shipments (<i>for overseas shipment of supplies</i>)	JUL 1988
652.242-73	Authorization and Performance	AUG 1999
652.243-70	Notices	AUG 1999

C.5 Department of State Acquisition Regulation (48 CFR Chapter 6)
Clauses

The following clause is provided in full text, and is applicable for orders for services that will require contractor employees to perform on-site at a DOS location and/or that require contractor employees to have access to DOS information systems:

DOSAR 652.204-70 Department of State Personal Identification Card Issuance Procedures (MAY 2011)

(a) The Contractor shall comply with the Department of State (DOS) Personal Identification Card Issuance Procedures for all employees performing under this contract who require frequent and continuing access to DOS facilities, or information systems. The Contractor shall insert this clause in all subcontracts when the subcontractor's employees will require frequent and continuing access to DOS facilities, or information systems.

(b) The DOS Personal Identification Card Issuance Procedures may be accessed at <http://www.state.gov/m/ds/rls/rpt/c21664.htm>.

Section D: Solicitation Provisions and Evaluation Factors

D.1 Solicitation Provisions

a. FAR 52.212-1, Instructions to Offerors - Commercial Items (JUN 2008), is incorporated by reference.

Addendum to 52.212-1: none

b. The quoter shall complete and submit one copy of the following:

(1) Standard Form 18 (1st page - complete blocks 13, 14, 15, and 16); and

(2) Section A: Prices.

Quotations may be submitted by facsimile at 03-3224-5179 and received by no later than **4:00 p.m., Tuesday, September 1, 2015 (local time)**. No quotations will be accepted after this time.

D.2 Evaluation Factors

a. Award will be made to the responsible quoter submitting an acceptable quotation at the lowest price.

b. The U.S. Government reserves the right to reject proposals that are unreasonably low or high in price.

c. The lowest price will be determined by the Grand Total amount shown in subsection A.2 Pricing.

d. The U.S. Government will determine quoter acceptability by assessing the quoter's compliance with the terms of the Request for Quotations.

D.3 The U.S. Government intends to award a contract to the responsible company submitting an acceptable quotation at the lowest price. We intend to award a purchase order based on initial quotations, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so.